

C-O-P-Y

TO : Personnel Concerned

SUBJECT: Reporting and/or Requesting Permission to Leave the Continental Limits of the United States

1. All reserve personnel must have permission to leave the continental limits of the United States. Each service has its own system of handling this request.

2. The following channels are used for Navy and Marine Corps Reserve Personnel:

Navy and Marine Corps Reservists should submit a letter to the Commandant of their respective district, informing him of the request, and furnishing him with the following information:

- a. Date of Departure
- b. Destination
- c. Purpose of Travel
- d. Duration of Absence from U.S.
- e. Present Mailing Address
- f. Foreign Mailing Address
- g. Request Retention of Records in respective district.

3. Army reservists must submit a change of address card (WD AGO 603) to the Chief of the Military District where reserve records are being maintained. Army reservists records will be transferred to the area (State-side or Overseas), if reserve training is available.

4. Air Force reservists will submit a change of address card (AF Form 512), to the unit presently assigned or to the Air Reserve Records Center, Denver, Colorado, notifying the change.

5. Any person age 26 or over and classified 5A does not need permission from the Selective Service Board to leave the country. All other who are not in this category will be handled by the processing team.

Enclosure to Dispatch No.